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1969

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EASTERN ILLINOIS UNIVERSITY
FACULTY SENATE
Minutes of July 9, 1969

MEMBERS PRESENT: Lahey, Kluge, Sparks, Whitlow, Green, McCabe, Holley, Gover, Hieronymus, Keiser, Tingley, Hattabaugh, Crane, Palmer.

MEMBERS ABSENT: Spaniol.

The minutes of June 25, 1969, were approved as published.

REPORTS:

Mr. Whitlow, Chairman of the Nominations and Elections Committee, presented a list of recommendations for appointment to Student-Faculty Boards. It was moved (Kluge) and seconded (Crane) that the recommendations be accepted. The motion passed by a vote of twelve for and one abstention. Mr. Whitlow also submitted a set of election procedures for the Council of Faculties to be included Eastern's Administrative Manual. It was moved (Kluge) and seconded (Holley) that the procedures be accepted for inclusion in the Administrative Manual, and that a statement be inserted making it clear that the procedures were established by the Council of Faculties. (The additional statement was included to emphasize the fact that the Senate cannot change the procedures.) The motion passed unanimously.

It was moved (Gover) and seconded (Holey) that the regular order of business be suspended so that several pressing items of business could be considered. The motion passed unanimously.

It was moved (Tingley) and seconded (Gover) to remove from the table the motion to endorse the proposed President's Consultative Council. The motion passed unanimously. Miss Hieronymus stated that the Executive Council of the Faculty Senate had discussed the proposed Council with President Doudna at a meeting on June 27. She reported that the following understandings, not reported previously in these minutes, were reached. The agenda of the Council, open to any item of concern, would be determined by a meeting of one representative from each participating group. Minutes would be recorded by a secretary who would not be a member of the Council. The press would not be present at discussions. Since the purpose of the Council is dialogue, no votes would be taken. The Council would be evaluated by each participating group at the end of a trial period to determine whether or not it should be continued. The President stated that on matters of particular concern he would be quite willing to come to the Faculty Senate or meet with the Executive Committee, and that the Council would not replace that form of communication. The Executive Committee recommended that the Senate pass the motion to endorse the Council. Discussion centered about the fact that the Faculty Senate already had established internal committees which are available to review any issue considered by or to consult with any group represented on the proposed Council. The motion to endorse the Council passed by a vote of ten for, one against, and one abstention.

It was moved (Tingley) and seconded (Crane) to publish a list of Library Statistics for Selected Illinois Colleges and Universities for the years 1966-67 and 1967-68 and to

make an effort to include the most recent figures concerning Eastern for the information of the faculty. The motion passed by a vote of twelve for and one against. The information is appended to these minutes.

The Executive Committee submitted a list of Recommendations for Faculty Evaluation for the consideration of the Senate. It was moved (Holley) and seconded (Lahey) that the Recommendations be placed on the agenda. The vote was unanimous in favor of the motion. The Recommendations are reproduced here for the information of the faculty.

RECOMMENDATIONS FOR FACULTY EVALUATION

The evaluative process by which salaries, promotions, and tenure are determined at Eastern varies greatly from department to department and from year to year within departments. Admitting that there is no perfect way to perform these important duties, and that their personal nature will result inevitably in some disappointments and hard feelings, the Faculty Senate believes that an explicit set of recommendations on faculty evaluation will eliminate some of the irregularities that now exist and will make rewards more commensurate with service rendered.

First, advancement should be based on the following considerations: total teaching experience; teaching competence; research and publication; service to the University. The greatest rewards should be given to those people who rank highest in all four areas. In larger departments, at least, each member should be encouraged to submit a self-evaluation sheet recalling his contributions in each area for the benefit of the evaluators. (Teaching competence is both most important and most difficult to evaluate. In the interest of better instruction teachers should be informed immediately of complaints against their teaching, and in serious cases the teacher should have an opportunity to face his accuser. Complaints should not be hoarded to be used against a teacher at evaluation time, but opportunities for adjustment should be given.)

Second, a Personnel Committee should be established at the beginning of the fall quarter in each department. Members of this Committee should be informed of their duties at that time and members of the department should be made familiar with the evaluative standards and process. The Committee should consist of the department chairman and a representative group of faculty with three or more years experience at Eastern. Full professors should automatically be included. The entire Committee, or a sub-Committee if more convenient, should review the recommendations sent to the University's Personnel Committee. The department Committee should receive or be able to request statements from any member of the department in addition to the self-evaluation sheet. The University Personnel Committee should inform the department Personnel Committee of its disposition of recommendations, especially those which were ignored or changed.

Third, department chairmen should be evaluated by the department's Personnel Committee. Chairmen are administrators receiving a special

consideration in that they automatically sign an eleven-and-one-half-month contract and never have to seek summer employment, they receive special remuneration for their administrative duties, they teach a reduced load, and they are responsible for coordinating and distributing the duties of their departments. How they perform the latter function is important to the teaching members of their department as well as to the administration, and chairmen must retain the confidence of both groups. In the matters of teaching, research and publication, and service to the University, for which they receive the great majority of their salary, they should be rewarded on an equal basis with other members of their department. When evaluating the chairman the Committee should appoint a temporary chairman to prepare the evaluation sheet from comments received. The evaluation itself may be shown to the department chairman or withheld depending upon the practice regarding other members of the department. The duties and responsibilities of department chairmen to the teaching faculty and the administration should be made explicit.

Fourth, all personnel should begin their duties with the knowledge that the University and their colleagues assume they are professionals until they prove that they are not. In that light these recommendations are submitted in a positive spirit with the hope that they will assure that all service is rewarded properly, rather than with the assumption, too common in some quarters, that individuals are being singled out for punishment. The Senate hopes that these recommendations are placed on the agenda of meetings in each department for consideration and adoption.

The meeting was adjourned at 4:15 p. m.

CALENDAR

September	University Calendar
October	Welfare
November	Budget
December	-----
January	-----
February	Welfare
March	Committee Nominations
April	Elections
May	Buildings and Grounds

AGENDA

1. Constitution
2. Major and minor committees and councils
3. Faculty Evaluation
4. Recognition of retiring faculty members
5. Campus disorders
6. President's Consultative Council
7. Library
8. Parking

John H. Keiser
Secretary

TABLE I. Library Statistics for Selected Illinois Colleges and Universities
(Ranked in order of number of volumes) 1966-67 and 1967-68

INSTITUTION	Number of Volumes		Current Period. and Serials		Number of Vol. Added		Expense for Books and other Library Material	
	1966-67	1967-68	1966-7	1967-8	1966-7	1967-8	1966-67	1967-68
University of Illinois ^a	4,312,583	4,533,261	85,615	67,780	241,441	233,899	\$1,437,053	\$2,280,390
University of Chicago	2,606,431	2,712,785	38,757 ^b	33,543 ^c	122,920	161,807	817,245	973,061
Northwestern	1,847,426		39,051 ^d		77,416			
SIU ^e	1,151,928	1,306,701	17,313	22,856	157,405	165,767	450,598	1,035,468
Loyola Univ.	469,928		11,002		28,575		253,799	
NIU	421,273	513,158	8,562	8,333	57,427	120,454	374,710	759,049
ISU	321,050	350,542	5,037	4,093	33,019	33,455	226,034	306,867
DePaul Univ.	243,986 ^f	260,349	3,564	2,182	17,331	17,601	159,024	138,245
Roosevelt U.	205,635		2,488		12,215		47,639	
WIU	185,674 ^f	216,255	2,226	3,064	20,226	34,837	105,100	316,000
EIU	142,932	156,485	1,594	1,633	7,724	14,104	30,705	93,605*
CSC	138,062 ^f	152,143	2,468	2,568	12,162	14,709	60,391	190,616
NISC	74,070	97,577	2,834	1,907	14,241	23,591	126,354	264,795

Sources and Definitions:

1966-67 data are adapted from Higher Education General Information Survey, OE 2300-5.2

1967-68 data are adapted from Higher Education General Information Survey, OE 2300-5.

Data for the right hand column includes expenses for "books, periodicals, newspapers and other library material."

^a Urban, Chicago Circle and Medical Center Campuses; ^b Estimate;

^c Includes periodicals, newspapers, annual reports, yearbooks, memoirs, proceedings, transactions of societies, and may include monographic and publishers series;

^d Includes duplicates; ^e Carbondale and Edwardsville campuses;

^f Corrected figure based upon most recent survey citation of this datum

*The tentative figure for Expense for Books and other Library Materials for 1968-69 at Eastern is \$223,255. This does not include a Federal Grant of \$26,956, also spent in this category. Other figures will be published when available.